



CITY OF DOVER

LIBRARY BOARD OF TRUSTEES---MINUTES

Meeting Type: Regular Meeting
Meeting Location: Dover Public Library, 73 Locust St., Dover, NH 03820
Meeting Date: **Thursday, May 3, 2012**
Meeting Time: **4:00pm**

1. **CALL TO ORDER--** The May meeting was called to order at 4:01pm by Michael Egan standing in for Chairperson Carol Boc who was unable to attend. Attending were Susan Story Galt, Ann Schultz, Dorothy Wagner, Library Director Cathleen Beaudoin, and Reference Librarian Denise LaFrance.
2. **MINUTES ---MARCH 8, 2012--** Minutes of the March meeting were approved on a motion made by Ann Schultz and seconded by Susan Story Galt.
3. **REPORT OF THE LIBRARY DIRECTOR (MARCH & APRIL)--** The Reports of the Library Director for March & April were approved on a motion made by Susan Story Galt and seconded by Dorothy Wagner.
4. **CORRESPONDENCE—** The Library Director gave our newest Library Trustee, Dorothy Wagner, a copy of the Library Trustee's Newsletter.
5. **OLD BUSINESS**
 - A. Building issues—We do not have a definitive date for the commencement of the skylight replacement project. The contractor is waiting for a building permit and delivery of the windows.
The Library was tagged with graffiti near the door of the Children's Room entrance. The Police have already been in contact with the suspects for tagging in other parts of the city. The Library Director gave the Police video footage of the Library tagging from our cameras.
 - B. FY' 13 Budget—The Library Director was instructed by the City Manager to develop a budget scenario with a decrease of \$100,000. These cuts would have necessitated closing the Library on Thursdays and Fridays. When the City Manager presented his budget to the City Council, there was relief that the Library's recommended budget was only \$707 less than FY' 12, and the loss of \$100,000 was not included.
 - C. Library Board of Trustees appointee & reappointments—Dorothy Wagner was appointed as our newest Trustee and has been sworn in. Michael Egan has been reappointed for another 5 year term. Ann Schultz's term has expired, but she has notified the City Clerk of her wish to continue.
 - D. Richard Lord Trust established by City Council—The Richard Lord Trust was established through a unanimous vote of the City Council. The Library received its first \$10,000 check which will most likely be used to re-line the chimney.
6. **NEW BUSINESS**
 - A. Policy---Unattended Children—The Library Director has changed the age for unattended children in the Library from 7 to 8. Due to this change she would like the Trustees to approve the revised Unattended Children Policy. Ann Schultz



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moved to accept and it was seconded by Susan Story Galt. The new revised policy was adopted unanimously.

- B. NHSL Report FY'11—The Library Director completed the Annual New Hampshire State Library Report. The Report no longer needs to be signed by the Chair of the Library Trustees. The Report includes approximately 150 questions regarding staffing, circulation information, reference questions, number and types of material circulated.

7. UPCOMING PROGRAMS

May 9 & 30: Library @ Langdon Place
May 9: Friends of the Library meeting, 1pm
May 15: Friends program: Salt River (folk singers), 7pm
May 5,12,19: Sat. matinees, 2pm (Born to be Wild; Lady & the Tramp; War Horse)
May 22: Evening of Poetry, 6:30pm
May 28: closed for Memorial Day holiday
May art exhibit: paintings by Anne Vaughan

8. **ITEMS OF CONCERN**—Susan Story Galt inquired about our new service to Langdon Place. This service involves 2 volunteers visiting Langdon Place every 3 weeks with a selection of books for the residents to borrow. There have been 6-8 customers on each visit, and the residents have enjoyed the service. We hope to see the number of customers grow.
9. **ADJOURNMENT**-- The meeting was adjourned at 4:45 on a motion made by Susan Story Galt and seconded by Ann Schultz.

NEXT MEETING DATE: THURSDAY, JUNE 7, 2012 @ 4:00PM